

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 21 June 2018 in the Meads Pavilion at 8pm

PRESENT: Cllr Jayne Denham, Chairman (JD); Cllr Robb Denham (RED); Cllr John Kilby (JK)
Cllr Teresa Marks (TM); Cllr Richard White (RW)
Following co-option: Cllr Kevin Glogner (KG); Cllr Andy Hazell (AH)

Two members of the public and County Cllr Jeff Jones

Clerk: Colin Marks, Clerk to the Parish Council

ACTION

The Chairman welcomed everyone and opened the meeting at 8pm.

18.086 Apologies for absence. The following apologies were accepted:

1. Councillors: None (all present)
2. Other apologies: PC David Miller

18.087 Declarations of Interest and Dispensations

1. Declarations of Interest: Cllr Teresa Marks: a DPI as wife of the Clerk in relation to his payments, as stated on the agenda.

2. Dispensations: (i) It was noted that Cllr Teresa Marks has a dispensation to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk, as stated on the agenda; **(ii)** To receive requests for dispensations: NONE

3. To consider requests for dispensations: NONE.

Clerk

18.088 1. Minutes of the Annual Parish Council Meeting held on 17 May 2018

It was unanimously **RESOLVED that the Minutes of the Parish Council Meeting held on 17 May were a true and accurate record.** The Chairman signed the Minutes.

JD/Clerk

2. Minutes of the Ordinary Parish Council Meeting held on 17 May 2018

It was unanimously **RESOLVED that the Minutes of the Ordinary Parish Council Meeting held on 17 May were a true and accurate record.** The Chairman signed the Minutes.

JD/Clerk

3. Draft Minutes of the Annual Meeting of the Parish held on 24 May 2018

Draft Minutes were received by the Council. To be approved by parishioners present at the Annual Meeting of the Parish which will be convened in May 2019.

Clerk

18.089 Casual Vacancies

Three applications to fill the two casual vacancies had been received, for which the Council was very pleased, and these were considered. Two of the applicants were present and interviewed. Following a vote it was unanimously **RESOLVED to appoint Kevin Glogner and Andrew Hazell to the Parish Council as both had attended the meeting.** Both signed their Declaration of Acceptance of Office forms, witnessed by the Clerk as the Council's Proper Officer. Cllr Glogner and Cllr Hazell then joined the meeting.

Clerk

18.090 Police Report: The Chairman read a report submitted by PC Miller:

Crime - 17/05/2018 – 21/06/2018

- 1 crime reported. This was a Common Assault.

Crime last Year

- No crimes last year during same period.

Calls to Police – 17/05/2018 – 21/06/2018

- 6 calls in total – 999 and 101.
- 2 x Reporting a Drink Driver
- 1 x public Order allegation, Assault allegation, Silent call, Concern for Welfare.

Other information

- With regards to lorries and the issue surrounding Anstey Quarry, Sgt Wallace has asked for a 7 day traffic survey to get some detailed information about movement and speeds.

The Chairman added that she had been made aware travellers had illegally taken over a field in Bishop's Stortford and could be looking for other sites when they are moved on – this in the

context of the Meads gate needing to be securely locked. PC Miller has a wildlife CCTV camera that he will make available to the Parish Council to give added security at the Meads.

Clerk

18.091 Chairman's announcements

The Chairman thanked everyone who had participated in the Royal Wedding event for their hard work. Unfortunately, even though all the BBQ food had been very generously donated by a parishioner, the net profit was only about £149. A lot of the wine had to be returned (fortunately purchased on a sale or return basis) due in part to a couple of large parties that bought their own drinks with them and did not therefore contribute to covering the cost of the event – the first time this has happened. A different arrangement will have to be considered for future events, such as charging an admission ticket that includes the price of a drink. For further discussion.

ALL

The Battle's Over event on the evening of 11th November was discussed. Sadly Geoff Robertson is very ill and the beacon needs some repairs; a local blacksmith might be able to do the work if the beacon is needed. Cllr Kilby suggested the alternative of a bonfire in the field next to his house and this seemed to be an excellent idea.

JK/ALL

18.092 PLANNING

1. New applications

3/18/1183/FUL & 1184/LBC Stonebury Farm: Grade 1 listed barn conversion **NO OBJECTIONS**

Clerk

2. Decision Notices (for information only)

3/18/0936/FUL & 3/18/0937/LBC Hormead Cottage: Demolish existing building and cart shed following extensive fire damage. Construct replacement dwelling and new cart shed; retain C21 two-storey extension for use as annex. **DECISION AWAITED**

3/18/0765/HH & 3/18/0766/LBC Thatched Cottage, Gt Hormead: Alter existing rear single storey extension, insert new windows and French doors. Subdivide the bathroom. Insert French doors to rear of existing extension. Replace door onto patio with wider French doors. **DECISION AWAITED**

3/18/0653/HH Ashdown House Hare Street: New outdoor swimming pool with cover, pool-house with plant room and air-source heat-pump. **DECISION AWAITED**

3/17/1614/FUL Land adj to Gelders, Conduit Lane: Appeal against refusal. **APPEAL ref 17/00142/REFUSE. APPEAL REFUSED**

3/18/0169/FUL Land adj to The Orchard, Hall Lane: Demolish existing stable block and construct a detached two-storey dwelling. **DECISION AWAITED**

3/17/2754/REM Land between Well House and Rosemary Cottage. Approval of reserved matters following outline approval of 3/17/0028/OUT. **GRANTED**

3/14/1624/CL Hillcrest: *Certificate of Lawfulness for use as a dwelling.* **DECISION AWAITED**

3. Other Planning matters - Including any received too late to be included on the agenda:

3/18/1309/OUT Bradbury Farm: Outline application for 1x 4-bed dwelling: **NO COMMENTS**

Clerk

County Councillor Report. County Cllr Jeff Jones being present, the Chairman, with the agreement of the Council, invited him to make a report to the meeting.

Cllr Jones said regarding Anstey Quarry that over a period of about a month, Highways Enforcement have been monitoring it on a number of compliance issues and by various means, including the use of drones to ascertain the status of site restoration. Counts on the number of HGVs in and out have been undertaken. Cllr Jones has requested a report, which will be produced in due course.

Speed monitoring along the B1368 from Braughing to Barkway has been requested by residents and the police are doing a check. Speed monitoring in the past has focussed on cars and it is believed that the speed of HGVs is more about perception than actual vehicle speed. This assertion was disputed.

Hare Street Speed Indicator Devices (SIDs): A Traffic Management assessment will be conducted and Cllr Jones has said he will support two SIDs from his Highways Locality Budget. The Clerk said he would send Cllr Jones a map giving the preferred locations at the North and South entrances to the village.

Clerk

18.093 FINANCE

1. Report of the Council’s finances for May was received (Appendix A)

Finance Summary from 1 to 31 May:	£
Opening bank balance statement 1 May	18,756.47
Plus income 1 to 31 May	1,588.66
Minus expenditure 1 to 31 May	<u>4,545.81</u>
	15,799.32
Minus presented April cheques 1586, 1591, 1592, 1593	2,075.15
Minus unrepresented March cheque 1583	<u>55.00</u>
Balance available to Council at 31 May (cashbook)	13,669.17
Plus unrepresented March cheque 1583	55.00
Plus unrepresented May cheques 1604, 1608, 1609, 1610	<u>1,602.90</u>
Bank balance: reconciled with statement at 31 May	<u>15,327.07</u>
Petty cash in hand	<u>50.00</u>

Accounts/bank statement reconciliation. It was noted that the Accounts sheet (Appendix A) and bank statement reconciled. It was unanimously **RESOLVED to accept the Accounts Statement.**

Clerk

2. Verification of Accounts and Bank Statement. Cllr John Kilby, as a non-signatory member, signed the accounts sheet and bank statement reconciliation.

JK/Clerk

An accounts summary is published each month in the Minutes on the website.

Clerk

3. Payments. It was unanimously **RESOLVED to approve all the signing of orders for payment: (Appendices B1 and B2)**

Date	Payee	Item	£	Chq	Power
24/5	RNLI	Donation re MK	40.00	1608	LGA 1972 s137
24/5	Earthworms	Meads May	1,068.00	1609	LG(MP)A 1976 s19
31/5	Clerk	Salary May	468.90	1610	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
21/6	Clerk	Expenses May	41.60	1611	LGA 1972 s111
21/6	Clerk/cash	Petty cash May	17.93	1612	LGA 1972 ss111, 114, 140
21/6	SC Ruff	Litterpick to 15/6	260.00	1613	OSA 1906 s9 & s10
21/6	Earthworms	Meads June	1,014.00	1614	LG(MP)A 1976 s19
	cancelled		--	1615	
21/6	A Viragh	Cleaning	52.00	1616	LGA 1972 s111, s133
21/6	HAPTC	Good Cllr Guides	14.22	1617	LGA 1972 s111
Recoverable VAT included:			£ 347.00		

Cheques were signed after the meeting.

Clerk

The Chairman referred to the request by the Church to use the Meads for its September Harvest Festival meeting and it was **RESOLVED to charge £50 (not including the marquee if it was required).** It was agreed to review the hire charges for the Meads and pavilion

Clerk

18.094 General Data Protection Regulation (GDPR)

The Clerk reported that procedures are in progress. The data audit of both hard copies and computer stored data will take a while to complete.

Clerk

18.095 Correspondence (Noted for information)

- HHCC: re Meads report and request for oak tree to be trimmed (18.097.4)
- Cllr Jeff Jones: re Anstey Quarry (sent to parishioner) (18.096.2.1)
- Parishioner: re inability to store new marquee (18.096.4.1)
- Cllr Jeff Jones: re Police Traffic Management enforcement survey on B1368 (18.096.2.2)
- The Chairman said there had been communications with the brother of the owner of Hormead Cottage who had sadly died. The family wanted to donate a bench for the Meads and to make a donation for the play area. The Chairman said she had been asked for an indication of possible cost. Discussions are ongoing.

JD

18.096 Special Interest Matters

1. Village Hall:

- 1 Minutes of the 17th April VHMC meeting were belatedly received.
- 2 **VHMC representative:** The Chairman will go back to MRH with possibilities.

JD

2. Highways

- 1. Anstey Quarry HGV movements: Dealt with by Cllr Jeff Jones above
- 2. Speed Indicator Devices (SIDs) for Hare Street: Dealt with earlier by Cllr Jeff Jones.

3. Public Rights of Way - footpaths and byways

The PRoW (Public Rights of Way) Countryside Officer’s May report was received and noted. A copy is on the PC website.

4. Parishioners’ concerns and other matters

Marquee storage: The Meads shed to be considered as a possible storage location. The Chairman and Cllr White to check whether this is viable.

JD/RW

18.097 Meads field and buildings

- 1. **Pavilion: Shower room ceiling:** Yet to be done
- 2. **Notice Boards refurbishment:** Cllr White to do in August
- 3. **New gate and security arrangements.** Cllr White looking at improving security of gate lock. Police provision of a wild life CCTV camera discussed earlier in the meeting.
- 4. **HHCC.** Angus Batey’s email request about cutting back the low branches of the oak tree overhanging the cricket boundary was considered. It was agreed to get Tim Fuller (Arborist) to advise, and also to look at the few small dead trees around the field perimeter. It was noted that some small sharp tree stumps have been dangerously left by the cricket club when they cut back the nettles – HHCC to be asked to cut these down to ground level asap.

RW
RW
Clerk/
RW/ALL

Clerk

Clerk

18.098 Late items and items for future agendas

- 1. Late items: None
- 2. Items for future agendas:
 - Donation to Good Neighbours Scheme: to be considered at a later meeting
 - To consider new pavilion fire extinguishers and Fire RA
 - New play area equipment/zip wire
 - Battle’s Over – National tribute, with beacons, 11th November

ALL
Clerk
TM/Clerk
JK/ALL

Suspension of meeting for public comments

At 10.05pm it was unanimously **RESOLVED to suspend the meeting for public comments.**

- A question was raised about the FP 12 and FP13 not being reinstated. It was noted that these had been covered in the PRoW Access Project Officer’s report earlier in the meeting.
- It was noted that there are various pieces of orange tape in the hedges around the village. It was not known what these were for or who put them there.

The Chairman called the meeting to order at 10.08pm

18.099 Dates of next Parish Council Meeting: Thursday 19th July at 8pm in the Meads Pavilion

Clerk/JD

The Chairman thanked everyone for attending and closed the meeting at 10.10pm

Signed..... Dated.....